

APPROVED

Downtown Providence District Management Authority Board of Directors Meeting Minutes April 16, 2015

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:35 AM.

Directors present: Joe DiBattista, Evan Granoff, Susan Lapidus, Richard Lappin, John Rupp, and Robert Taylor

Ex Officio Members present: Josh Heidenreich, Lt. Tim O'Hara, and Leo Perrotta

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, DID Director of Public Space, Alison Izzi, DID Accounting Manager and Dean Martineau, Asset Manager, Capstone Properties.

2. Approval of the minutes from March 19, 2015 meeting

Director DiBattista motioned to approve the minutes from the March 19, 2015 board meeting. Director John Rupp seconded the motion

and a roll call vote was held as follows:

Director DiBattista Yes

Director Granoff

Director Lapidus Yes

Yes

Director Lappin

Director Rupp

Director Taylor Yes

Yes

Yes

Therefore the motion passed.

2. City of Providence Update

Lt. Tim O'Hara reported on the "lonely" graffiti that has been appearing on many downtown buildings, including, 32 Custom House

Street, CVS and the Biltmore Garage. Lindsey Hahn from Peerless Lofts provided surveillance video of the suspect to the media and the police. Police are actively pursuing the lead. Lt. O'Hara reported that it has been a busy month downtown with juvenile issues at the mall and underage drinking issues at clubs including Finnegan's. There have also been issues with party buses at Ultra and the Roxy. Kennedy Plaza and Burnside Park have been very active with 11 arrests made last week.

Leo Perrotta reported that Russell Knight has been appointed as Director of the Department of Public Works. The Mayor's #buyintospring Campaign will start the weekend of March 21st and will offer free 2-hour parking similar to the holiday free parking program. He reported that potholes will continue to be repaired through mid-May and Chestnut Street is getting ready to be paved. Street sweepers are on the roads and will be coming downtown on weekends to remove the sand that was left behind from sanding trucks during the winter months. He reported that Bill Bombard will be staying on as the City Engineer.

3. Financial Report

Alison Izzi reported that collections for the first three quarters of FY 2015 are at 98%, 96% and 91%. All expenses are tracking at or slightly below budgeted amounts. The FY 2016 proposed draft budget will be presented and voted on at the May board meeting with the public

hearing and vote to approve the FY 2016 budget scheduled for June 11, 2015.

Director Lappin motioned to accept the March 2015 financial statements, Director DiBattista seconded the motion, and a roll call vote was held as follows:

Director DiBattista Yes

Director Granoff

Director Lapidus Yes

Yes

Director Lappin

Director Rupp

Director Taylor Yes

Yes

Yes

Therefore the motion passed.

4. Report from the Director of Public Space

Frank LaTorre continues to meet with representatives from RIDOT, City Planning and others regarding the ADA sidewalk and traffic circulator projects. Decorative lights for Westminster and Weybosset Streets are now part of the plans. RIDOT stated that the project will be advertised for bid and awarded within the next 2-3 months. Frank continues to co-chair regular Downtown Security Network committee meetings with Lt. Tim O'Hara, attend monthly meetings of the Downtown Safety and Outreach Collaborative (DSOC), chair the Greater Kennedy Plaza Security committee which oversees safety and cleanliness issues in the plaza and attend Board of License meetings as part of the Hospitality Resource Partnership. Frank reported on the Visioning Project and including working with Yarrow Thorne from Avenue Concept. They are looking at trends "beyond clean and safe" that are happening in other BIDS across the country focusing particularly on the transformation of the downtown streetscape. The next committee meeting is scheduled for May 14th.

Frank LaTorre recommended the DID enter into a 4-year contract with Block by Block for clean and safe services. Bids were solicited from Block by Block, Street Plus, Inc. and ABM. Block by Block's proposal was the most competitive and provided the most comprehensive services. The contract contains an escape clause, which can be exercised at any time if the DID is not satisfied with BBB's services. For the past 10 years the DID has been very pleased with the level of

service and expertise provided by Block by Block and believes this contract is in the best interest of the ratepayers and the district. See Attached Cost Sheet for additional information.

VOTE to approve Block by Block's 4-year contract

Director Joe DiBattista motioned to approve the Block by Block contract. Director John Rupp seconded the motion and a roll call vote was held as follows:

Director DiBattista Yes

Director Granoff

Director Lapidus Yes

Yes

Director Lappin

Director Rupp

Director Taylor Yes

Yes

Yes

Therefore the motion passed.

5. Marketing Report

Joelle Kanter reported that 4 proposals have been received in response to the RFP that was sent out for signage manufacturing and installation relating to the Wayfinding project. Joelle continues to work with Jennifer Kroll on the office marketing campaign with a focus on attracting small companies and entrepreneurs. The 2014/2015 Downtown Maps and Guides will continue to be distributed over the next few weeks. New guides will be printed in June prior to the Providence International Arts Festival. A grant application has been submitted to the Providence Tourism Council to help defray the cost of the guides. There is a meeting scheduled for April 17th with residential property managers to start planning for a fall Downtown Living Tour.

6. Economic Development

Dan Baudouin reported that the tax committee, an advocate for freezing the commercial tax rate, will be meeting Tuesday at 11:00 AM. The Mayor announced that the 2016 budget will have no increase. The governor has proposed aggressive economic development tools which could help fill the development gap. Dan testified in support of Tax Incremental Financing Programs (TIFs), stressing their importance in attracting new business to the State. The Providence Foundation Celebration is scheduled for October 2nd. The theme is

“Celebrate Downtown.” It will be a dinner held at the Providence Biltmore. Sponsorship opportunities are available.

7. Adjournment

The meeting was adjourned at 9:47 a.m.

Respectfully submitted,

Alison Izzi

Accounting Manager

Downtown Improvement District